

The Tempe Way



MISSION:

To make Tempe the best place to live, work and play.

VALUES:

People... Integrity... Respect... Openness... Creativity... Quality...

TEMPE TEST:

Have I done everything today The Tempe Way?

SENIOR BUILDING INSPECTOR

Purpose:

To provide lead supervision to lower level building inspection staff; to research, interpret and apply technical code requirements to difficult or unusual inspection issues.

Supervision Received and Exercised:

Receives general supervision from the Building Inspection Superintendent or from other supervisory or management staff.

Exercises functional and technical supervision over Building Inspectors.

Examples of Duties:

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Recommend goals and objectives; assist in the development, writing and implementation of policies and procedures.
- Supervise and coordinate building inspection activities; coordinate office and field building inspection activities with other City departments, contractors and developers.
- Participate in the development of the building inspection work plan; assign work activities, projects and programs; monitor workflow; review and evaluate work products, methods and procedures.
- Supervise the issuance of building permits; review files for inactive or expired permits; renew expired permits when eligible.
- Approve plans for construction; issue notices and citations for projects not complying with building codes and ordinances; ensure proper registration for industrial plants.

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Senior Building Inspector (continued)

- Answer difficult questions and provide information to the public, contractors, engineers, builders and architects; investigate complaints and recommend corrective action as necessary to resolve complaints.
- Supervise inspections of industrial, commercial, high-rise, complex residential and damaged buildings during various stages of construction and remodeling to assure compliance with applicable codes and regulations of City, State and Federal agencies; perform the most difficult building inspections.
- Provide or coordinate inspection staff training; work with employees to correct deficiencies.
- Maintain a variety of detailed records and prepare reports as requested.
- Oversee and direct the building inspection office operations; maintain appropriate records and files; coordinate workflow.
- Perform related duties as assigned.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Four years of increasingly responsible experience in the inspection of public, commercial, industrial and residential buildings including two years of lead or supervisory experience.

Training:

Equivalent to the completion of the twelfth grade supplemented by college level courses in architecture, engineering, construction technology or a related field.

Licenses/Certifications:

Possession of, or ability to obtain, an appropriate, valid Arizona driver's license.

Possession of a Building Inspector (Combination) Certification ***and*** possession of a ***second*** certification as listed below from a recognized code publishing organization. In addition, requires the possession of or the ability to obtain within 12 months of hire or promotion a ***third*** certification as listed below from a recognized code publishing organization:

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Senior Building Inspector (continued)

Electrical Inspector (combination certification), Plumbing Inspector (combination certification), Mechanical Inspector (combination certification), Building Plans Examiner, Combination Plans Examiner, Accessibility Inspector/Plans Examiner, Combination Inspector, Commercial Combination Inspector, Reinforce Concrete Special Inspector, Pre-stressed Concrete Special Inspector or Certified Building Official.

This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 104.

Job Code: 7123

Salary Range: 36

Compensation Plan: P40/Regular

FLSA: Exempt